

Appendix B.

Position Category Description

Communications-Computer Systems

Typical Duties: Provide direct support for the acquisition of automated information systems (AIS) and interconnecting components (to include hardware, software, firmware products, or other items) used to create, record, produce, store, retrieve, process, transmit, disseminate, present, or display data or information. Includes computers, ancillary equipment, software, telecommunications, and other related services. Identify requirements, write and/or review specifications, identify costs, obtain resources (manpower, funding, and training), test, evaluate, plan, obtain, and manage life cycle support (operations, maintenance, and replacement). To be an acquisition position, those duties must be accomplished under the authority of DoD Directive 8120.1 and DoD Instruction 8120.2 (references (t) and (u)). If the duties required by a position do not meet that criterion, then it is not normally an acquisition position.

Typical Career Codes¹

Civilian Series	Army AOC	Navy AQD	Air Force AFSC	Marine Corm MOS
0301,0334,0343, 0391,0392,0801, 0854,0855, 1101, 1515, and 1550	53B and 53C	AR (Any AQD beginning with AR)	33SX, 61SXA, 62EXC, 63AXB, and comparable enlisted AFSCs	4002, 9646, 2502, 2602, and 2802

Representative Job Titles: Information Management Specialist or Officer, Software or Automation Specialist or Officer, Information Systems Staff Officer, Computer Scientist and Systems Automation Engineer, Telecommunications Specialist, Computer Engineer, Computer Systems Analyst, Materiel Acquisition Officer, PM

Representative Office Locations: Major Command HQ, Service Component HQ, Software Development Centers, Directorates of Information Systems for Command, Control, Communications, and Computers, Program Management Office, DoD Acquisition Agencies, DCMC

¹Possession of one of these career codes does not necessarily mean inclusion in the acquisition workforce or the communications-computer career field.

Career Path

Communications-Computer Systems

Level and/or Typical Grade	Typical Assignments	Experience	Education	Training ¹
Level I GS-5 through GS-9 O-1 through O-3	PEO office staff Communication and/or computer staff PM office staff Systems engineering staff Software development staff	Mandatory One year of acquisition experience in communication and computer systems	Desired: Baccalaureate degree, preferably with a major in computer science, management of AIS, business administration, or a related field	Mandatory: One basic (Level 1) DAU course in systems acquisition management Mandatory: One basic (Level I) DAU course in AIS acquisition management
¹ Refer to the current edition of the OUSD(A&T) DAU Catalog (reference (o)) for a list of mandatory and desired courses and approved equivalences that can be used to meet the training standards for that career field.				

Career Path Communications-Computer Systems

<u>Level and/or Typical Grade</u>	<u>Typical Assignments</u>	<u>Experience</u>	<u>Education</u>	<u>Training¹</u>
Level II GS-9 through GS-12 O-3 through O-4	Acquisition command HQ staff AIS program management staff Communication and/ or computer staff Branch chief, program management office Software development staff Systems engineering staff	Mandatory: Two years of acquisition experience; at least 1 year of this experience must be in communication and/or computer systems Desired: An additional 2 years of communication and/or computer systems acquisition experience, preferably in a program office or similar organization	Desired: Master's degree, preferably with a major in computer science, management of AIS, business admini- stration, or a related field	Mandatory: One intermediate (Level II) DAU course in AIS acquisition management Mandatory: One intermediate (Level II) DAU course in systems acquisition management
<p>Career path note: Upon achieving Level II or III, an individual should plan on meeting the criteria for the Acquisition Corps. Criteria for selection into the Acquisition Corps for civilian personnel includes serving in a position graded GS- 13, and above and in the case of officers includes serving in the grade of O-4, and above. Criteria further include: (1) Four years acquisition experience; (2) A baccalaureate degree or certification by an ACPB; and (3a) At least 24 semester credit hours from among the following disciplines; i.e., accounting, business finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management; or, (3b) At least 24 semester credit hours in the individual's career field and 12 semester hours or equivalent training in the disciplines listed above; or, (3c) Pass an equivalency exam².</p>				
<p>¹Refer to current edition of the OUSD(A&T) DAU Catalog (reference (a)) for a list of mandatory and desired courses and approved equivalences that can be used to meet the training standards for that career field. ²See Appendix M for specific requirements for Acquisition Corps admission. Credit by examination is directed by 10 U.S.C. 1732(c) and covered in DoD Instruction 5000.58 (references (d) and (g)).</p>				

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<u>Level/ Typical Grade</u>	<u>Typical Assignments</u>	<u>Experience</u>	<u>Education²</u>	<u>Training³</u>
Level 111 GS-13, and a b o v e 0-4, and above	PEO or service HQ staff AIS PM Director or division chief, acquisition command Software development staff	<u>Mandatory:</u> Four years of communications and/or computer acquisition experience; of which at least 2 years must be in program office or similar organization (defined as dedicated matrix support to a PM, or PEO, DCMC PI, or Supervisor of Shipbuilding) <u>Desired:</u> Four additional years of communications and/or computer systems acquisition experience	<u>Desired:</u> Master's degree, preferably with major in computer science, management of AIS, business administra- tion, or a related field	<u>Mandatory:</u> One advanced (Level III) DAU course in AIS acquisition management <u>Desired:</u> One advanced (Level III) DAU course in program management or comparable advanced management program
¹ A General, Flag officer, or, SES must have at least 10-years experience in acquisition positions. At least 4 years of this experience must have been performed while assigned to a CAP. ² See Appendix M for specific requirements for Acquisition Corps and CAPS. Credit by examination is directed by 10 U.S.C 1732(c) and covered in DoD Instruction 5000.58 (references (d) and (g)). ³ Refer to current edition of the OUSD(A&T) DAU Catalog (reference (a)) for a list of mandatory and desired courses and approved equivalences that can be used to meet the training standards for that career field.				
Career path note: CAPS may only be filled by members of an Acquisition Corps.				

